



STATE OF NORTH DAKOTA
OFFICE OF STATE TAX COMMISSIONER
Cory Fong, Commissioner

March 10, 2004

Dear Corporate Income Tax Filer:

This letter is to invite and encourage you to take advantage of the electronic funds transfer (EFT) program the North Dakota Office of State Tax Commissioner (Commissioner) has implemented for all corporate income tax payments. This program is being conducted entirely on a voluntary basis.

The Commissioner has adopted an Automated Clearing House (ACH) credit procedure to accept EFT payments for corporate income tax. For example, Corporate estimated payments, payments for extensions, payments for assessments, payments on billing statements and payments for tax due on computer generated calculation explanation sheets will be accepted via EFT payments.

Essential information must be provided with an EFT payment submitted to the Commissioner's banking institution to insure the funds are applied correctly to a taxpayer's account. This information is provided in an addenda record, which is part of the EFT transaction. The information to be provided in the addenda record will include the taxpayer federal identification number, tax type code, tax reporting period end date, amount type, and amount. On page 2 is the banking convention layout for the addenda record with an example provided. The layout is provided using the banking standard TXP format.

A separate ACH credit and TXP addenda record must be submitted for each payment.

This procedure also requires the Commissioner to provide bank routing and account information to the taxpaying entity so they can contact their banking institution to initiate a payment. The Commissioner utilizes the services of the Bank of North Dakota. The American Banking Association bank transit routing number for the Bank of North Dakota is "091300285". The Commissioner's account number at the Bank of North Dakota, to which funds should be transferred, is "0910231".

You must contact your banking institution to send a prenotification (i.e., \$0.00 ACH credit transaction) to test the accuracy of the TXP format before you send an actual tax payment.

We request that once you make a corporate income tax payment by EFT, you continue to make all corporate income tax payments using the EFT method.

Please notify Norm Gabel if you would like to take advantage of the EFT program, or if you have any questions. You can contact him at 701-328-3659, fax at 701-328-1942, or e-mail Norm at ngabel@state.nd.us.

**NORTH DAKOTA OFFICE OF STATE TAX COMMISSIONER
TAX PAYMENT (TXP) BANKING CONVENTION
CORPORATE INCOME TAX PAYMENT
ADDENDA RECORD LAYOUT
(Using the Federal Implementation)
Tax Payment Data Segment (TXP)**

Ref #	Element ID	Element Name	Attributes	Value/Description
TXP01	325	Tax Identification Number	M AN 9/9	Federal Identification Number
TXP02	1049	Tax Payment Type Code	M ID 3/3	020 = Corporate Income Tax Payment
TXP03	373	Tax Period End Date	M DT 6/6	YYMMDD = Enter the last day of the Tax Year the payment applies to (i.e., 991231 = Tax Year 1999)
TXP04	817	Amount Type (Tax Information ID Number)	M ID 4/4	EST1 = Estimated Payment Number 1 EST2 = Estimated Payment Number 2 EST3 = Estimated Payment Number 3 EST4 = Estimated Payment Number 4 EXT = Payment with Extension RET = Payment with Return AMD = Payment with Amended Return WKST = Payment of Underpayment Billing Notice ASMT = Payment of Audit Assessment UPES = Payment of Underpayment of Estimated Tax notice
TXP05	1051	Tax Amount	M N2 1/10	\$\$\$\$\$\$cc = The decimal is implied and not transmitted (i.e., \$500.00 = *50000*)
TXP06	817	Amount Type (Tax Information ID Number)	Not Used	
TXP07	1051	Tax Amount	Not Used	
TXP08	817	Amount Type (Tax Information ID Number)	Not Used	
TXP09	1051	Tax Amount	Not Used	
TXP010	1050	Identification Code	Not Used	

EXAMPLE:

North Dakota Office of State Tax Commissioner Implementation, Corporate Income Tax Payment

705TXP*123456789*020*991231*EST1*150000\

Tax Identification Number 123456789 (Federal ID Number)
Tax Payment Type Code 020 (Corporate Income Tax Payment)
Tax Period End Date December 31, 1999 (End of Tax Year 1999)
Amount Type EST1 (Corporate Estimated Payment Number 1)
Tax Amount \$1,500.00